KING COUNTY THOR PROGRAM

2005-2007 Application Q & A

NOTE: See Application Guidelines for detailed overview and application instructions.

The following is a summary of the question and answer session from the Application Workshop held on March 28, 2005 and additional questions directed to HCD staff.

If we do not answer your question here, or if you have additional questions regarding the 2005 THOR Application, please contact Debbi Knowles at 206-296-8649 or e-mail: debbi.knowles@metrok.gov. Additional technical assistance may be requested from HCD staff until Tuesday, April 12th by 4:00 PM. **No further technical assistance will be provided after April 12.**

In order to maintain a fair and impartial competitive process, all questions asked by applicants and responses offered by HCD staff during the technical assistance period will be transcribed and posted on the HCD website: http://www.metrokc.gov/dchs/csd/Housing. At a minimum, an updated Q&A will be posted on April 6th and 13th. If there is no new additional information, the website will indicate that there are no updates at that time.

Rental Assistance & Operating Subsidy

Q. What would be a 'specified need' as indicated on page 6 of the Application Guidelines-Rating Criteria?
A. Proposals will be ranked according to score. The Review Team reserves the right to award funding to lower scoring applicants in order to meet a specified need or a geographic sub-region not effectively addressed by higher ranked proposals. For example, a 'specified need' could include large families, victims of domestic violence, specific ethnic groups, etc.

Q. We have a project that is not in operation, but will be in 2006? Do we need to wait until 2007 to apply for funding?
A. Yes, projects/programs must be able to invoice by September 1, 2005

Q. Do agency's need to demonstrate technical capacity to participate in the Safe Harbor Homeless Management Information System (HMIS)?
A. Not in the application. We do not have specific contract language regarding Safe Harbors at this point. However, it is the expectation of King County HCD and CTED that agencies receiving THOR funds will contribute electronic data in the Safe Harbors HMIS.

Q. If an agency or program is not required to participate yet in Safe Harbors (based on HUD and local agreements), what does that mean for THOR?
A. It is our intention that THOR won't conflict with any agreements or schedules negotiated with Safe Harbors.

Q.   It says that no further technical assistance will be provided after April 12th. Does that mean we can't ask questions after April 12th.
A.   Yes. Technical assistance may be requested from HCD staff until Tuesday, April 12th by 4:00 PM. No further technical assistance on this application will be provided after April 12, 2005.

Q.   What if a continuation project has only been in operation for less than a year (or only a few months), how should they complete the Outcomes question and the Project Utilization question (operating only)?
A.   For purposes of this application, a "continuation" project is one that is currently operational (units are occupied). A "new" project is one that is not currently operational. It does not refer to whether a project currently receives THOR funding. However, if a project has been operating less than a year (or two) they may not be able to supply all the requested information for a 'continuation' project. In that case, complete what you are able and provide an explanation in your application for each applicable question (e.g. program start up date, etc.). The amount of possible points (new vs. existing) attributed to that application will be determined during the review process based on the information provided by the applicant.

Q.   Do you only want Outcomes Data for THOR eligible clients or for all our program clients?
A.   Outcome data should be provided for all clients served by the program (even if all the clients are not THOR eligible).   The program is the program/project identified on the Cover Sheet of this application.

Q.   There are sections, such as Outcomes and Utilization that appear to give preference to 'existing or continuation' projects, is this true?
A.   It is the intent of this RFP process that there will be no specific preference for 'existing or continuation' projects. Please see the revised Selection Criteria below:

Amended **Operating Subsidy:** A maximum of 70/90 points will be assigned by the Review Panel based on the responses to questions posed in the Application package. HCD staff will assign a maximum 10 points for technical compliance. The scores will be converted to a percentage for the purpose of ranking.

Criteria Category	Possible Points	
	New	Existing
Program Design	30	30
Agency Capacity	15	15
Outcomes	10	20
Program Utilization	0	10
Budget	15	15
Technical Compliance	10	10
Maximum Points	80	100

Amended **Rental Assistance:** A maximum of 70/80 points will be assigned by the Review Panel based on the responses to questions posed in the Application package. HCD staff will assign a maximum 10 points for technical compliance. The scores will be converted to a percentage for the purpose of ranking.

Criteria Category	Possible Points	
	New	Existing
Program Design	30	30
Agency Capacity	15	15
Outcomes	10	20
Budget	15	15
Technical Compliance	10	10
Maximum Points	80	90

Q. Can you distinguish between the current fiscal year and the THOR Operating Year in Section B Workbook?
A. You may choose your fiscal year or program year and enter the information on the worksheet according to that one year time period. However, in addition, you must complete the column for the THOR Operating Year (July 1, 2005-June 30, 2006) since this is prescribed by CTED. We understand that these may overlap.

Q. Is it true that you get an automatic 20 points in Outcomes if you are participating Safe Harbors HMIS?
A. No. In this application, there will be no points given for participation in Safe Harbors. However, it is the expectation of King County HCD and CTED that agencies receiving THOR funds will contribute electronic data in the Safe Harbors HMIS.

Q. Can you use THOR Rental Assistance and THOR Operating Subsidy on the same project?
A. No, you can not use both funding types on the same project. However, agencies can submit applications for both funding types for separate projects.

Correction: Outcome and Evaluation Plan, Table A:
- It should say 'Projected 2005' not "Projected 2004"
- Line 4, percentage should be calculated by dividing lines 3 by 2 not lines c by b (c/b).

Correction: Section B, Support Services Budget Instructions amended below:
Amended: **A. Personnel Detail**: This worksheet should be completed ~~only~~ for ~~those~~ *all* staff ~~that are employees of the applicant agency and are~~ providing support services to families in this project *(including subcontractors)*.

Amendment: Budget Narrative in the application. Support Services Budget: ***Add:*** Indicate if support services personnel are employees of the applicant agency or a subcontractor. Identify any subcontractors.

Operating Subsidy Only

Q. Does program utilization mean keeping units full? (Operating Subsidy Application Guidelines – Selection Process, Rating Criteria)
A. Yes.

Q. How does that (program utilization) relate to new programs?
A. The possible points by criteria category and the total maximum points available have been adjusted to accommodate new and existing projects. Please see the amended criteria table above.

Q. In the past, we have reported the number of families that transitioned to transitional housing as our outcome, can we still do that?
A. We are asking in Question 4 Outcome and Evaluation Plane that the primary outcome you report is the number of families that transition to permanent housing. However, you may provide narrative on the families you serve that move on to other transitional housing situations in section D (optional).

Q. What are the THOR and TOTAL columns for on the Operating Budget Pro-Forma (Section B Workbook)?
A. You should enter the line item expenses you are requesting from THOR in the 'THOR' column. The 'TOTAL' column should include all the line item expenses, including the THOR requested items.

Correction: Page 7 of the Application, it should say Day 11 and Day 12 on the table, instead of Day 1 three times.

ATTACHMENT 1

KING COUNTY THOR

INCOME LIMITS AND RENT PAYMENT STANDARD

King County Housing Authority Housing Voucher Program

INCOME LIMITS

Effective February 11, 2005

Family Composition	30% of Median	50% of Median
1 Person	$16,350	$27,250
2 People	$18,700	$31,150
3 People	$21,050	$35,050
4 People	$23,350	$38,950
5 People	$25,250	$42,050
6 People	$27,100	$45,200
7 People	$29,000	$48,300
8 People	$30,850	$51,400
9 People	$32,700	$54,550
10 People	$34,550	$57,650
11 People	$36,450	$60,750

HOUSING VOUCHER PAYMENT STANDARD

Effective February 15, 2005

Area	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
King County	$634	$721	$867	$1,222	$1,486	$1,709	$1,932
Exception Rents*	$702	$797	$959	$1,351	$1,643	$1,889	$2,137
Manufactured Home Space	$347						

* Within the City Limits of Bellevue, Kirkland, Redmond, Woodinville, parts of Juanita, Kingsgate and Issaquah (approved by HUD).

Manufactured Home Space	$347

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